

**Air Pollutant Deposition Monitoring and Emission Inventory Development for the Lake  
Tahoe Basin  
2006 Request for Proposals**

**AGENCY:** U.S. Environmental Protection Agency (EPA), Region 9

**FUNDING OPPORTUNITY NAME:** Lake Tahoe Southern Nevada Public Lands  
Management  
Act, Round 6, Air Pollutant Deposition Monitoring and Air Pollution Emission Inventory  
Development for the Lake Tahoe Basin

**ANNOUNCEMENT TYPE:** Initial

**FUNDING OPPORTUNITY NUMBER:** EPA-R9-AIR7-06-009

**CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO:** 66.034

**OVERVIEW:**

EPA Region 9 is soliciting proposals for projects to be funded under the Lake Tahoe Southern Nevada Public Land Management Act (SNPLMA), Public Law 105-263, as amended by Public Law 108-108. The purpose of this program is to provide funding for projects which implement the Lake Tahoe Environmental Improvement Program (EIP) under the Lake Tahoe Restoration Act, Public Law 106-506. Funding is available for the following two types of projects through grants and/or cooperative agreements: 1) air pollutant deposition monitoring studies in the Lake Tahoe Basin, and 2) development of an air pollution emissions inventory for the Lake Tahoe Basin. These awards support the conduct and promote the coordination and acceleration of investigations, training, demonstrations, surveys and studies relating to the causes, effects, extent, prevention, reduction and elimination of pollution. This assistance will be awarded through Section 103 of the Clean Air Act, 42 U.S.C. 7403. These awards are intended for work in the Lake Tahoe Basin in EPA Region 9.

Eligible applicants are generally States, local governments, territories, Indian Tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, and other public or private nonprofit institutions. For-profit organizations are not eligible for this funding. Nonprofit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities defined in Section 3 of the Lobbying Disclosure Act of 1955 are not eligible to apply.

EPA Region 9 intends to award up to approximately \$363,570 for the air pollutant deposition monitoring project(s), and \$201,430 for a single emission inventory development project. For the air pollutant deposition monitoring project(s), EPA Region 9 anticipates awarding approximately 2-4 grants and/or cooperative agreements ranging in size from approximately \$50,000 to \$200,000.

**IMPORTANT DATES:**

July 21, 2006	Proposal packages must be postmarked by this date or filed electronically through Grants.gov by 8pm Eastern Daylight Time or 5pm Pacific Daylight Time (See Section IV for further information)
September 1, 2006	Applicants notified if proposal is selected for funding and instructed to submit full application
October 1, 2006	Full application/work plan (SF-424) postmarked or received through Grants.gov
November 2006	Awards made

The above dates (other than July 21, 2006 proposal submission due date) are anticipated dates and may be subject to change.

**Late proposals will not be considered.**

**CONTENTS OF FULL TEXT ANNOUNCEMENT:**

- I. Funding opportunity description
- II. Award Information
- III. Eligibility
- IV. Application and submission information
- V. Application review information
- VI. Award administration information
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Attachment 1: Instructions for submission through Grants.gov

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Tahoe Basin: 2006 Request for Proposals  
Funding Opportunity Number: EPA-R9-AIR7-06-009**

**FULL TEXT ANNOUNCEMENT**

**I. FUNDING OPPORTUNITY DESCRIPTION**

**A. Background**

The loss of Lake Tahoe's famed water clarity is primarily a result of the input of phosphorous (P), nitrogen (N), and particulate matter (PM) to the lake. These pollutants enter the lake via runoff, loading from streams and rivers, on-lake pollutant sources and are deposited from the atmosphere. Recent studies have indicated that pollution in the atmosphere, roadway dust, and runoff are significant contributors to air and water pollution in the Lake Tahoe Basin. By identifying the sources and their relative importance, appropriate programs, regulations, and techniques for reducing the pollutants can be implemented. In addition, emissions inventories are one of the necessary tools in the development of management strategies to reduce the deposition of these pollutants. To this end, a complete air pollution emissions inventory is needed to address air quality issues in the Lake Tahoe Basin.

This project seeks to specifically identify the sources and relative importance of those pollutants which impact lake clarity and air quality and assist in the development and implementation of strategies to improve the environment in the Lake Tahoe Basin. The Pathway 2007 (a multi-agency planning process for integrated resource planning in the Lake Tahoe Basin) is currently proposing the inclusion of management standards and indicators that will require products that these grants will support (i.e., the Tahoe-specific activity data, emissions inventory, deposition estimates, source allocation, etc.). Without this information and appropriate tools, it will be challenging for managers to identify the pollutants, their associated reduction levels, and the necessary programs needed to protect the Lake Tahoe Basin's air and water quality.

**B. Scope of Work**

EPA Region 9 is soliciting proposals for projects to be funded under the Lake Tahoe Southern Nevada Public Land Management Act (SNPLMA), Public Law 105-263, as amended by Public Law 108-108. The purpose of this program is to provide funding for studies, investigations, or demonstration projects which implement the Lake Tahoe Environmental Improvement Program (EIP) under the Lake Tahoe Restoration Act, Public Law 106-506. Demonstrations generally must involve new or experimental technologies, methods, or approaches, where the results of the project will be disseminated so that others can benefit from the knowledge gained in the demonstration project. A project that is accomplished through the performance of routine, traditional, or established practices, or a project that is simply intended to carry out a task rather than transfer information or advance the state of knowledge, however worthwhile the project might be, is not a demonstration. Proposals must measure the results of the activities conducted under those projects. Funding is available for the following two types of projects through grants or cooperative agreements:

1. Air pollutant deposition monitoring studies in the Lake Tahoe Basin.

## 2. Development of an air pollution emissions inventory for the Lake Tahoe Basin.

This RFP is expected to result in awards for both types of projects, all funded through Southern Nevada Public Lands Management Act funding for Lake Tahoe. Proposals must address one of the two project areas to be considered for funding. In addition, each proposal can only address one of the areas; proposals addressing both areas will not be considered. Applicants may, however, submit separate proposals for each area.

### Air Pollutant Deposition Monitoring

Project deliverables shall inform and support the Pathway 2007 Environmental Threshold and Total Maximum Daily Load (TMDL) decision-making process and the development and implementation of future regulations and programs necessary to protect the air quality, clarity of Lake Tahoe, and visibility of the region. Proposals for this RFP should consider existing data regarding atmospheric sources of pollution and impacts to lake clarity and visibility, air quality, and data gaps that will remain once other deposition projects are completed (such as those already approved for SNPLMA Round 5). Based on a review of existing and future projects, potential studies include, but are not limited to the following:

- By source, set up a monitoring program and quantify the amounts, constituents, and environmental impact of materials coming from the roads and highways in the Lake Tahoe Basin. This information should be divided into materials which affect visibility and air quality, and those that affect water quality through deposition and direct runoff.
- By source, set up a monitoring program and quantify the amounts, constituents, and environmental impact of materials emitted from the burning of materials in the Lake Tahoe Basin. Special emphasis should be placed on forest fuel reduction programs. This information should be divided into materials which affect visibility and air quality, and those that affect water quality through deposition.

EPA is interested in receiving proposals that contribute directly to the development of projects and programs that significantly improve the air and water quality in the Lake Tahoe Basin. In addition, we may also consider proposals that provide: data that fill in existing data ‘gaps’ for the ambient concentrations of air pollutants of concern; information regarding the relative importance of pollutant sources; data that will be incorporated into the Tahoe-specific emissions inventory being developed under other projects (will require coordination with the project implementers); refined estimates of the deposition of air pollutants to Lake Tahoe; and recommendations regarding programmatic and regulatory programs as well as ongoing monitoring needs for air pollutants of concern.

Studies associated with this RFP should capitalize on previous work, both in and outside of the Lake Tahoe Basin, and should work with other project implementers and the Pathway 2007 Air Quality and Water Quality Core and Technical Working Groups to specifically determine what additional information is needed. Project deliverables should have basin-wide application and provide evaluations and recommendations on programmatic and regulatory programs that improve air and water quality in the Lake Tahoe Basin.

### Air Pollution Emission Inventory Development

An air pollution emissions inventory is necessary in order to develop an effective strategy to reduce health-based pollution levels and improve visibility and water quality in the Lake Tahoe Basin. To address this issue, this project shall prepare a baseline emissions inventory by source and activity levels that can be used to quantify and evaluate the contribution of various sources to ambient pollutants in the Lake Tahoe Basin and implement programs to reduce the impact of these pollutants. In addition, the baseline inventory should be coupled with activity levels, land use and infrastructure data within a GIS framework, and be capable of being automatically input into current models used by the Lake Tahoe Basin agencies. This will enable regulators to evaluate the influence of future development and changes in infrastructure on pollutant emissions. The project shall also contribute to policy and programmatic recommendations for reducing these pollutants and include corresponding supporting materials for each recommendation.

Specific objectives include but are not limited to:

- Compiling activity data by source.
- Constructing a comprehensive modeling system that couples GIS based activity and land-use data with an emissions inventory modeling system.
- Preparing a baseline air pollution emissions inventory by source for the Lake Tahoe Basin.
- Implementing an approach under which the influence of future changes in activity, land-use, and infrastructure can be evaluated against predicted changes in emissions.

The emissions inventory should be developed using input from, but not limited to, biogenic, area-wide, and mobile source emissions models, coupled with input on mobile source and stationary source emissions from the appropriate regulatory agency (i.e., CARB, NDEP, Lahontan, Washoe County Health Dept., USFS, local counties, DOTs, various APCDs, etc.). Emissions should be computed for the following pollutants: NO<sub>x</sub>, SO<sub>2</sub>, VOCs, CO, PM (fine and coarse), NH<sub>3</sub>, NH<sub>4</sub>, NO<sub>3</sub>, P, PO<sub>4</sub>, and various salts. The final product should be capable of providing a gridded emissions inventory that is day-specific with hourly time resolution.

### **C. EPA's Strategic Plan and Environmental Results**

#### EPA's Strategic Plan:

Projects funded as a result of this announcement will support the following goals and objectives of the strategy that EPA is using to meet the requirements of the Government Performance and Results Act: Air Program Goal 1 (Clean Air and Global Climate Change), Objective 1.1 (Healthier Outdoor Air), Sub-Objective 1.1.1 (More People Breathing Clean Air); and Water Program Goal 2 (Clean and Safe Water), Objective 2 (Protect Water Quality), Sub-objective 1 (Improve water quality on a watershed basis). EPA Region 9's five-year strategic plan is available at: <http://www.epa.gov/region09/planning/index.html>.

#### Measuring Environmental Results: Outputs and Outcomes:

Pursuant to EPA Order 5700.7, "*Environmental Results under EPA Assistance Agreements*,"

EPA requires that all grant applicants and recipients adequately address environmental outputs and outcomes. Outputs and outcomes differ both in their nature, and in how they are measured. Applicants must discuss anticipated environmental outcomes and outputs in proposed work plan objectives and performance measures.

- **Outcomes:** Expected environmental outcomes mean the result, effect, or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related or programmatic in nature, must be quantitative. Examples of outcomes expected from the agreements to be awarded under this announcement may include but are not limited to: reductions in activities that contribute to lake clarity-reducing pollutants, and reductions in pollutants affecting lake-clarity, water quality, air quality and visibility.
- **Outputs:** Expected environmental outputs refer to an environmental activity, effort, and/or associated work products related to an environmental goal or objectives, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period. Examples of environmental outputs expected under the agreements to be awarded under this announcement may include but are not limited to air quality/water quality management plans, an emissions inventory, air monitoring data, or progress reports submitted on a quarterly basis.

## II. Award Information

Under this announcement, EPA Region 9 intends to award up to approximately \$363,570 for air pollutant deposition monitoring project(s), and \$201,430 for a single air pollution emission inventory development project. For the air deposition monitoring project(s), EPA Region 9 anticipates awarding approximately 2-4 grants and/or cooperative agreements ranging in size from approximately \$50,000 to \$200,000. However, requests of more than \$200,000 may be considered, depending on demonstrated need, funding availability, and the strength of the proposal. For the emission inventory development project, EPA Region 9 anticipates awarding one grant and/or cooperative agreement. Although EPA will negotiate precise terms and conditions relating to its substantial involvement as part of the award process for any cooperative agreements, the anticipated substantial EPA involvement during this agreement may be:

- close monitoring of the successful applicant's performance to verify the results proposed by the applicant,
- EPA review and approval of project phases
- collaboration during performance of the scope of work,
- in accordance with 40 CFR 31.36(g), review of proposed procurements,
- approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient),
- review, comment, and acceptance of reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient), and

- approving proposed changes to work plan and/or budgets.

All proposals should be submitted for work to be performed during the period of November 1, 2006, to March 31, 2008.

Funding for these projects is not guaranteed and is subject to the availability of funds and the evaluation of proposals based on the criteria in this announcement. EPA reserves the right to partially fund proposals/applications by funding discrete activities, portions, or phases of proposed projects. If EPA decides to partially fund a proposal/application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal/application, or portion thereof, was evaluated and selected for award, and that maintains the integrity of the competition and selection process. Award of funding through this year's competition is not a guarantee of future funding.

EPA reserves the right to make additional awards under this announcement (after the original award selections are made) if additional funding becomes available. Any additional selections for awards will be made no later than 6 months after the original selection decisions. The additional selections must be made in accordance with the terms of this announcement and EPA policy.

EPA reserves the right to reject all applications and make no awards under this announcement or make fewer awards than anticipated.

### **III. ELIGIBILITY INFORMATION**

#### **A. Eligible Entities**

Assistance under this program is generally available to States, local governments, territories, Indian Tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, and other public or private nonprofit institutions. For-profit organizations are not eligible for this funding. Nonprofit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

#### **B. Threshold Eligibility Criteria**

The following threshold eligibility criteria apply. Proposals packages must meet all of these criteria in order to be evaluated against the factors set forth in Section V. Those that do not meet all of these criteria will be rejected. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination:

- 1) Applicants proposals must address one of the two project areas listed in Section I.B (air pollutant deposition monitoring or emissions inventory development). Proposals that fail to address either area will be rejected. In addition, if applicants want to submit proposals

for both project areas they may do so in separate submissions; a single proposal addressing both areas will be rejected.

- 2) Proposal packages must substantially comply with the submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected. However, where a page limit is expressed in Section IV with respect to the submission and/or parts of the submission, pages in excess of the page limitation will not be reviewed.

In addition, applicants submissions must be postmarked (if mailed) or received through [www.grants.gov](http://www.grants.gov) on or before the solicitation closing date published in Section IV of this announcement. Those received after the published closing date will be returned to the sender without further consideration.

- 3) The project must be for work done in the Lake Tahoe Basin.
- 4) The applicant must be an eligible entity-See Section III.A above.

### **Matching funds are not required under this Solicitation**

## **IV. APPLICATION AND SUBMISSION INFORMATION**

### **A. Format/Content of Proposals**

Applicants must submit a **cover letter** (maximum two pages) and **proposal** (maximum ten pages, including all of the information in items 1-10 below). Proposals packages must be postmarked by July 21, 2006 (if mailed) or otherwise received through Grants.gov (see attachment 1) by July 21, 2006, 8pm Eastern Daylight Time or 5pm Pacific Daylight Time in order to be considered. A page equals one side of single-spaced text using no smaller than 11 point Times New Roman Font with 1" margins; double-sided copies are preferred. The proposal will be evaluated using only the evaluation criteria set forth in Section V below. Proposals must follow the format and content outlined below (See Attachment one or further instructions on what is required to be submitted for applicants using grants.gov).

#### Elements of the Cover Letter

The maximum two (2) page cover letter **must provide all of the following information:**

- 1) Contact information for the organization:
  - a. Name of organization
  - b. Contact person's name
  - c. Mailing address (provide express mail address if different from mailing address)
  - d. E-mail address
  - e. Phone and fax numbers
- 2) A description of how your organization meets the eligibility requirements in Section III including the threshold eligibility requirements in Section III.B. Identification of the project area that the proposal addresses.
- 3) A description of your organization and its mission.

#### Elements of the Proposal



In addition to the cover letter, applicants must submit a maximum ten (10) page proposal that contains all of the following information. Each page of the cover letter and proposal should identify the name of the applicant organization and be numbered.

**The proposal should include all the information listed below in the indicated order.**

Proposals will be evaluated according to the point distribution listed in section V.A and must address all of the factors set forth in Section V.

- 1) Project Title
- 2) Project area for consideration: 1) air pollutant deposition monitoring, or 2) air pollution emission inventory development
- 3) Requested funding
- 4) Project description: a detailed description of how the applicant proposes to conduct the project, including basic project design/approach. This section should address the details outlined in Section I.B, Scope of Work, that apply to the project area the applicant's proposal addresses including deliverables and outcomes. The qualifications of the applicant to conduct this project should also be discussed.
- 5) Expected accomplishments or products, with dates, and interim milestones. This section should also include a discussion of a communication plan for distributing the project results to interested parties.
- 6) Expected outputs/outcomes to be achieved under the agreement (including any direct public health and environmental benefits and/or changes in compliance and understanding of environmental requirements) including a plan for tracking and measuring your progress towards achieving the expected project outcomes and outputs including those identified in Section I of this announcement.
- 7) Work Plan Summary: submit a summary which includes work plan tasks, outcomes/deliverables, timeline for completion of work plan tasks and estimated staff time for completing each work plan task (as part of your eight page proposal).
- 8) Environmental Results Past Performance: submit a list of federally funded assistance agreements that your organizations performed in the last three years (no more than 5 and preferably EPA agreements) and describe how you documented and/or reported on your progress towards achieving the expected results (e.g., outcomes and outputs) under those agreements. If you were not making progress, please indicate how you documented why you were not making progress. In evaluating applicants under this factor, EPA will consider the information provided by the applicant and may also consider other relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). Applicants with no relevant or available information will receive a neutral score for this factor under Section V.
- 9) Programmatic Capability: submit a list of Federally funded projects similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5 and preferably EPA agreements) and describe (i) whether, and how, you were able to successfully complete and manage those agreements, and (ii) your history of meeting the reporting requirements under these agreements including submitting acceptable final technical reports.

In evaluating applicants under these factors in Section V. EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or reporting information, please indicate this in the proposal and you will receive a neutral score for these factors under Section V.

In addition provide information on your organization experience and plan for timely and successfully achieving the objectives of the proposed project, and your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

10) Proposed Budget: Provide an appropriate budget for the following categories, specifying unit costs.

- Personnel
- Fringe Benefits
- Contractual Costs
- Travel
- Equipment
- Supplies
- Other
- Total Direct Costs
- Total Indirect Costs: must include documentation of accepted indirect rate
- Total Cost
- Total Project Cost: specify total cost of the project proposal (separately identify requested EPA funding and leveraged funds)

Note: Proposals must also address, to the extent not otherwise already addressed by the information above, all of the ranking factors in Section V.

## **B. Submission Information**

Applicants submissions, prepared as described above may be submitted by mail/commercial delivery service or through use of Grants.gov as explained below. Please use only one method.

### Option 1: Mail/Commercial Delivery Service

Please send three copies of the cover letter and proposal prepared as described in Section IV.A above to:

Sean Hogan  
Manager, Technical Support Office  
Air Division (AIR-7)  
U.S. EPA Region 9  
75 Hawthorne Street  
San Francisco, California 94105

Submissions must be postmarked by July 21, 2006 in order to be considered.

Option 2: Electronic Submission Through Grants.gov

Refer to instructions in ATTACHMENT 1.

### **C. Miscellaneous Application and Submission Information**

DUNS. All applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for a Federal grant or cooperative agreement. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B website at: <http://www.dnb.com>.

Confidential Business Information. It is recommended that confidential information not be included in the submissions. However, if confidential business information is included, it will be treated in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204 (c)(2) prior to disclosure.

Intergovernmental Review. Applicants (except for Indian Tribes and Tribal Consortia) must comply with the Intergovernmental Review Process and/or consultation provisions of Executive Order 12372. EPA's implementing regulations for this Executive Order can be found at 40 CFR §29.1-29.13.

Pre-proposal/Application Communications and Assistance. EPA will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. However, in accordance with EPA's Competition Policy of January 11, 2005 (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria.

## **V. APPLICATION REVIEW INFORMATION**

### **A. Evaluation Criteria**

EPA will award these grants/cooperative agreements on a competitive basis. Proposal submissions that meet the threshold eligibility criteria in Section III.B will then be evaluated based on the evaluation criteria listed below. Proposal submissions will be evaluated based on how well the submission addresses the following criteria:

<b>Proposal Evaluation Criteria</b>		<b>Maximum Points per Criterion (150 Point Scale)</b>
1.	The extent to which the proposed project furthers the goals of the Clean Air Act to prevent, reduce, and eliminate pollution.	15
2.	The extent to which the proposed project responds to the priorities and needs identified in this solicitation (see Section I.B).	25
3.	Whether the proposed project goals and objectives demonstrate the ability to achieve substantial measurable environmental outcomes (as described in Section I.C.3).	20
4.	The extent to which the proposed project specifies how progress towards achieving goals, objectives, and measurable environmental outputs & outcomes, including those identified in Section One will be tracked and reported.	10
5.	The extent to which the proposal describes the practicality and feasibility of project's proposed activities, methods, materials, timeline for achieving the project goals, objectives and outcomes.	20
6.	The extent to which the proposal demonstrates the development and utilization of collaborations/partnerships to achieve the project's goals, objectives, and measurable environmental outcomes.	15
7.	The extent to which the proposal includes a communication plan to transfer results of the project. The Agency will evaluate how well the plan transfers knowledge gained as a result of the project to relevant and interested communities.	10
8.	Environmental Results Past Performance: The Agency will evaluate the extent and quality to which the applicant adequately documented and/or reported on its progress towards achieving the expected results under federally funded assistance agreements performed within the last three years, and if such progress was not being made whether the applicant adequately documented and/or reported why no. In evaluating applicants under this factor, EPA will consider the information provided by the applicant and may also consider other relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). Applicants with no relevant or available past performance reporting history will receive a neutral score for this factor.	10

9.	<p><b>Programmatic Capability:</b> Under this factor, the Agency will evaluate the applicants technical ability to successfully carry out the proposed project taking into account the following factors: (i) past performance in successfully completing federally funded projects similar in size, scope, and relevance to the proposed project performed within the last 3 years , (ii) history of meeting reporting requirements under federally funded projects performed within the last 3 years and submitting acceptable final technical reports under these agreements, (iii) organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and (iv) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. Note: In evaluating applicants under this factor, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance or reporting history (items i and ii above), will receive a neutral score for those elements of this factor.</p>	10 points
10.	<p>Whether the proposed project budget is appropriate to accomplish the proposed goals, objectives, and measurable environmental outcomes. The budget also provides an approximation of the percentage of the budget designated for each major activity.</p>	15

Each eligible proposal will be evaluated by a panel of EPA staff based on the criteria set forth in Section V. of this RFP. In your proposal, please make sure that you address each criterion. The evaluation criteria and corresponding point values are listed above. The maximum score is 150 points.

## **B. Review and Selection Process**

Staff within EPA's Region 9 Technical Support Office/Air Division with knowledge of air program elements will review proposals submitted under this announcement. Based on their review, evaluation and ranking of proposals the panel will provide preliminary recommendations to senior management on whether an applicant's proposal should be selected for funding. The approval official will make the final funding decisions based on the review panel recommendations and may also consider program balance in making final funding decisions. Selected organizations will be notified and requested to submit a full application.

## **VI. AWARD ADMINISTRATION**

### **A. Funding Decision Notification Letters**

Following final selections, all applicants will be notified regarding the status of their application.

EPA will notify selected and non-selected applicant(s) in writing within 15 calendar days after internal award recommendation decisions are made. For selected applicants, the notification, which advises that the applicant's proposal is selected by review panel and recommended for award, is not an authorization to begin the project activities.

Applicants whose proposals are selected will be notified in writing and asked to submit a formal application kit for funding. Notification letters will include: the amount of funding being offered to the recipients, if any, the date by which the application must be received by EPA, the EPA Project Officer's comments on the proposed work plan and budget, and an application packet.

Recipients with proposals that are selected for grant funding will be notified and requested to submit a full application, which must be postmarked no later than October 1, 2006 (this date is subject to change). Receipt of an application kit is not a guarantee of funding.

### **B. Administrative and National Policy Requirements**

Grants and cooperative agreements with institutions of higher education and non-profits are subject to 40 CFR Parts 30 and OMB circular A-122 and/or A-21. Grant agreements with States, Tribes and local governments are subject to 40 CFR Part 31 and OMB Circular A-87. A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at: <http://www.epa.gov/ogd/grants/regulations.html>. All costs incurred under this program must be allowable under the applicable OMB Cost Circulars. Copies of the circulars can be found at: <http://www.whitehouse.gov/omb/circulars>. Programmatic Terms and conditions will be negotiated with the selected recipient.

In certain circumstances costs incurred prior to the grant award may be eligible for reimbursement. However, this does not include any costs associated with responding to this solicitation or in finalizing the application package. If costs are incurred before the award, they are incurred at the applicant's or grantee's own risk.

### **C. Reporting Requirements**

Quarterly performance reports and a detailed final technical report will be required during the project performance period. The final technical report should include (but is not limited to) a summary covering work status, work progress, publications, and measurable environmental outputs/environmental outcomes pertinent to the project goals and objectives for the entire period. The schedule for submission of quarterly reports will be established by EPA, after award.

### **D. Disputes**

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) which can be found at: <http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/pdf/05-1371.pdf>. Copies of these procedures may also be requested by contacting Roy Ford (see contact information below).

### **E. Pre-Award Administrative Capability Review**

Nonprofit applicants that are recommended for funding under this announcement may be subject to pre-award administrative capability reviews consistent with Sections 8.b, 8.c, and 9.d of EPA Order 5700.8, 'EPA Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards' which can be found at: [http://www.epa.gov/ogd/grants/award/5700\\_8.pdf](http://www.epa.gov/ogd/grants/award/5700_8.pdf) .

### **VII. AGENCY CONTACTS**

For additional information, please contact:

Roy Ford

Phone: (415) 972-3997

Fax: (415) 947-3579

Email: [ford.roy@epa.gov](mailto:ford.roy@epa.gov)

Sean Hogan

Phone: (415) 972-3261

Fax: (415) 947-3579

Email: [hogan.sean@epa.gov](mailto:hogan.sean@epa.gov)

For questions regarding Grants.gov:

Grants.gov Questions: First go to <http://www.grants.gov/CustomerSupport>. If customer support at Grants.gov cannot answer your question, contact Roy Ford (information above).

### **VIII. OTHER INFORMATION**

Please see ATTACHMENT 1: Instructions for Electronic Submissions (Grants.gov).